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Clinical Visiting Fellowship 2023

# Tips & Tricks

for a successful application

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## Before Applying

- Did you read the **application criteria**?
- Did you check if you **are eligible for the programme**?
- Did you **consider all host centres** that apply to your field of interest and read more about what they can offer?
- Did you consider that host centres in smaller centres might be able to **supervise you more closely**?
- Did you consider that in some centres you will be allowed to practice **hands-on training**, and in other you will not?

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There might be **the perfect centre** for you in a city you would not have considered in the first place. Therefore have a look at the detailed overview of centres.

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## When Applying

- Did you read the **application process**?
- Did you check if you **meet all requirements**?
- Does your **cover letter, recommendation letter** and **motivation letter** exceed three pages together? No? Great!  
If yes, shorten it! **Only one page each!**

## When Applying

- Did you choose **three centres** that would be a good match for you?  
*Can they offer what you want to learn?*  
*Do you meet their requirements?*
- Are your documents you **upload complete and meet the formal requirements**? Watch out for the page limit!

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CV, Motivation Letter, Letter of Recommendation

# Formal Criteria

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## Cover Letter

- includes a list of not more than five relevant peer reviewed publications
- specifies your previous clinical and/or research experience and positions that you have held
- specifies your language skills

**The CV will be rated with 0-2 points.**

## Motivation Letter

- specifies your area of interest
- specifies your expectations (What specific experience is sought and how this would fit into your individual career development. Please be realistic).
- specifies how you will use the acquired information and knowledge in your home institution
- specifies what obstacles you face in your career/current workplace

**The motivation letter in general will be rated with 0-4 points, and how the acquired information and knowledge will be used in your home institute will be rated with 0-5 points.**





## Letter of Recommendation

- includes your head of department's full contact information
- confirms that you are in training in digestive health
- provides details on your work experience
- confirms that you will be allowed to leave your department for the fellowship
- is signed by your head of department

**The submission of a recommendation letter (including above mentioned items) is mandatory, but the letter itself will not be rated.**

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**Good Luck!**

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